



**Materials, Services, Facilities and Technology Fee
Fiscal Year 2014-2015 Budget Request Form***

DUE: Friday, February 14, 2014 @ 5:00 P.M.

Please return completed requests via email to gina.matibag@csuci.edu

If you have questions about this form, please contact Gina Matibag at (805) 437-3320
For additional information please consult the MSFT web page.

Project or Activity Title: Hydration Station project completion and maintenance

Name of organization requesting funds: Academic Affairs

Date: 2-5-2014

Requestor: Dan Wakelee Contact Phone Number: (805) 437-8542

E-mail: dan.wakelee@csuci.edu

Amount of MSFT Funding Requested: \$7,100

Date Funding Needed by: summer 2014

Will you receive funds from any other source(s)? YES NO

If yes, please detail amount requesting from other source(s) as well as your total request for fiscal year 2013-2014 (including request from MSFT).

Has this project or activity previously received MSFT funding? Yes

If yes, please attach copy of report

Please describe how the use of MSFT funds for this project or activity will benefit the CI student body.

Please provide the following in your application. You may attach additional pages and materials (applicants may be requested to meet with the committee to discuss proposals):

- Brief Project Description.** Describe the project and its benefits to the educational or co-curricular experience of students at CI. Please provide specific information about how MSFT funds will be used and their impact on the campus. Please describe how this project benefits CI students? Please describe items and provide justification if your request includes the purchase of computers, equipment, furniture or other materials. Please provide a timeline for implementation of the proposed project. If physical improvements are requested please describe need, scope and impact of work to be completed. If the project includes provision of services please indicate the type of service, personnel costs and level or quantity of service to be provided with project funds.



In 2012-2013 the IRA committee provided funding to initiate several student driven sustainability projects. One of these projects was the evaluation and purchase of several filtered water stations. A total of 16 stations were initially purchased. Installation of these initial stations was supported by a combination of IRA, student housing and academic affairs funds. In 2013-2014 MSFT and Student Union funds provided funds to purchase 10 additional stations. The MSFT allocation provided funds to purchase replacement filters for existing stations and to install five new stations (Student Union will pay for and install two stations). When current installations are complete stations will be operational across much of the campus including Aliso Hall, Broome Library and several locations in the North Quad.

Funds requested for 2014-2015 will allow for installation of the remaining three stations as well as providing funds to permit maintenance and filter replacement for the stations across the campus. This will offer students access to filtered water stations in key locations throughout the campus. In future years costs will be limited to filter purchase and maintenance/filter replacement.

This effort received a strong positive response from students and provides an alternative to the purchase of bottled water in plastic containers for students and other members of the campus community. By the beginning of February 2014 the hydration stations at CI recorded more than 35,000 uses. Several classes and capstone projects have been engaged in efforts to promote use of water stations.

2. **Project/Activity Budget.** Please enclose a complete detailed budget of the entire project. Indicate (in **bold**) specific items of requested MSFT funding including (where applicable) a schedule and priority of project items to be considered if the project is funded at a reduced level. Were other, less costly, approaches considered when preparing the budget for the project? Are there elements that could be eliminated or deferred if funding is not available for the entire project?

	Item cost	Qty	Total
Hydration Station installation	\$1,700	3	\$5,100
Hydration Station service	\$100	20	<u>\$2,000</u>
			<u>\$7,100</u>

3. **Project Assessment.** Describe how the effectiveness of the project will be assessed and measures that will be used to determine if it has attained its objectives. Please note a report will be due at the end of the semester (or fiscal year for annual projects). If funded, how will the project acknowledge the use of student funds so that students are aware that their student fees made (or helped to make) it possible? If appropriate, indicate how the project or activity promotes sustainability at CI.

This project is providing free high quality filtered drinking water to students. It will significantly reduce the consumption of single use bottled water on the campus. Each water station contains a counter that records its use and associated reduction in plastic bottle use. As

noted above, more than 35,000 uses were recorded by February 1, 2014 (the first demonstration station was installed in March 2013).

4. Sources of Project Support. Please list the other sources of funding, and additional support for the activity. Please explain if MSFT is the only source of support for the project.

Initial funding for the evaluation and purchase of filtered water stations was provided by the Instructionally Related Activities fund through its allocation for student sustainability projects in 2012-2013. Housing and Residential Education purchased and installed filtered water stations in student residences in conjunction with this project. The Student Union committed to purchase and install two hydration stations in the Student Union in 2014. Facilities Services continues to be supportive in providing technical assistance and staff support. The test water stations were configured and installed in spring 2013 without charge by Facilities Services. Facilities Services is installing additional stations at a fixed charge of \$1,700 per station (absorbing any additional costs above that amount in cases where there are additional plumbing or installation costs).

Fiscal Management: Project sponsor's unit or department may be responsible for incurred over and above what is funded through the MSFT. If support is requested for costs beyond initial award, or for use on activities or materials not included in approved proposals, the project sponsor must seek approval from the MSFT committee. The project sponsor will be responsible for managing purchases and transfers of funds related to approved projects.

Please review MSFT web page for information about the fund and its objectives before submitting your application.

<u>Dan Wakelee</u> Requestor	_____ Signature	<u>2-11-14</u> Date
<u>Dan Wakelee</u> AVP	_____ Signature	<u>2-11-14</u> Date

Report on MSFT funded Hydration Station project from 2013-2014

Currently functioning hydration stations are located at the following locations:

- Bell Tower West (1st and 2nd floors)

- Central Bell Tower (1st and 2nd floors)

- Arroyo Hall (fitness center)

- Anacapa Village (three locations purchased and installed with Housing funds)

- Santa Cruz Village (two locations purchased and installed with Housing funds)

As noted above, these stations recorded more than 35,000 uses since the first demonstration unit was installed in March 2013.

Stations are currently being installed or about to be installed at the following locations:

- Bell Tower East (Mission Lounge and 2nd floor)

- Aliso Hall

- Broome Library

New hydration station units were purchased in spring 2014 with MSFT funds and will be installed at the following locations prior to the fall semester:

- Del Norte Hall

- Madera Hall

- Solano Hall

- El Dorado Hall

- Napa Hall

- Student Union Building (2 locations purchased and installed with Student Union funds)

Three additional units were purchased but there were not sufficient funds to permit their installation in FY 13-14. Experience during the first year of the hydration station project indicates that the units will require one filter change and maintenance service per year.

Planned locations for installation are:

- Smith Center

- Topanga Hall

- Malibu Hall